

**AGENDA
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – APRIL 2, 2014 @ 6:30 P.M.
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD
PLEASE TURN OFF ALL ELECTRONIC DEVICES DURING MEETING
THANK YOU.**

(The Town of Edgewood Council is pleased to have residents of the community take time to attend Council Meetings. Attendance and participation is encouraged. Individuals wishing to be heard during Public Hearing proceedings are encouraged to be prepared. **PUBLIC COMMENTS ARE EXPECTED TO BE CONSTRUCTIVE AND DEVOID OF CHARACTER ASSASSINATION.** Written comments are welcomed and should be given to the Clerk-Treasurer prior to the start of the meeting).

- **CALL TO ORDER.**
- **PLEDGE OF ALLEGIANCE.**

- 1. APPROVAL OF AGENDA.**

- 2. APPROVAL OF CONSENT AGENDA.**
 - A. Approval of the Regular Council Meeting Minutes of March 19, 2014.
 - B. Acknowledge Receipt of the Planning & Zoning Commission Meeting Minutes of March 18, 2014.

- 3. MATTERS FROM THE MAYOR.**
 - A. Worker's Compensation Claims Update.
 - B. Wastewater System Update.

- 4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

- 5. MATTERS FROM THE ATTORNEY.**

None.

- 6. MATTERS FROM THE MUNICIPAL JUDGE.**
 - A. Judge White will present his report for the month of March 2014.

- 7. NORTH CENTRAL REGIONAL TRANSIT DISTRICT Update – Mr. Anthony J. Mortillaro, Executive Director.**

- 8. PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.**

- 9. MATTERS FROM THE ADMINISTRATOR.**
 - A. Award of Bid for Base Course, Crusher Fines, Engineered Fill and Hauling.
 - B. Approval of Audit Firm – Brad Watts, CPA for Annual Audit 2013-2014.

- 10. ANNOUNCEMENTS and/or CALENDAR REVIEW.**
 - A. Special Council Meeting with the Planning & Zoning Commission – April 12, 2014 @ 9:00 A.M.
 - B. Town Hall Meeting – Location TBD – April 12, 2014 @ 3:00 P.M.

- C. Joint Ethics Training with the Planning & Zoning Commission – April 16, 2014 @ 5:30 P.M.
- D. Regular Council Meeting – April 16, 2014 @ 6:30 P.M.

- 11. **FUTURE AGENDA ITEMS.**
- 12. **ADJOURN.**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Clerk at the Town Offices located at 1911 Historic Route 66, at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Town Clerk at (505)286-4518, or by e-mail at clerk@edgewood-nm.gov if a summary or other type of accessible format is needed. The complete council packet may be viewed on the web, visit www.edgewood-nm.gov click on Agendas, Meetings & Minutes.

MINUTES
REGULAR COUNCIL MEETING – MARCH 19, 2014 @ 6:30 P.M.
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD

CALL TO ORDER.

Mayor Hill called the meeting to order at 6:30 P.M.

Councilors Present: John Abrams, Rita Loy Simmons, Sherry Abraham, Chuck Ring.

Also present were Ms. Kay Davis, Administrator and Ms. Estefanie Muller, Clerk-Treasurer.

1. APPROVAL OF AGENDA.

MOTION: Councilor Abrams made a motion to approve the Agenda as presented.
Councilor Simmons seconded the motion.

VOTE: Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

2. APPROVAL OF CONSENT AGENDA.

A. Approval of the Regular Council Meeting Minutes of March 12, 2014.

B. Acknowledge Receipt of the Library Board Meeting Minutes and Library Report for the month of February 2014.

MOTION: Councilor Abrams made a motion to approve the Consent Agenda as presented. Councilor Simmons seconded the motion.

Councilor Abraham voted aye. Councilor Ring voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

3. MATTERS FROM THE MAYOR.

A. Proposal for Public Buildings.

Mayor Hill stated he would like to prepare for the bond sales in late June early July. He stated he is looking at the numbers to expand the project. This would not increase the bond money but look at other resources. There was extensive damage to the County Fire Building from the busted pipe. The Town budgeted amount will not be sufficient to expand this building. He discussed the Capital Project Budget and the Construction GRT's of approximately \$229,000 and the ability to build a Police Department for \$450,000. \$250,000 could be borrowed and the design of the building would allow for future expansion. Mayor Hill stated a room could be added and used as the Judge's Chambers until the Town Hall building is built. The timing would allow for both projects to be done together. Judge White, Chief Radosevich and Staff are all in agreement to this proposal. Mayor Hill asked for a consensus of the Council. Councilor Ring agreed to go forward, excellent idea. Councilor Abraham agreed and the funds budgeted for the re-model would go towards the design. Councilor Simmons stated the concept is good and agrees with the modest approach. Councilor Abrams stated this sounds financially good but cautioned as there have been funds wasted on previous designs.

____Initials

Mayor Hill discussed his phone call from Larry Barker on a 2007 legislative appropriation for \$150,000 for conceptual plans for a regional animal shelter. Mayor Hill thanked the Council for their support and will have the engineers prepare a scope of work with an inexpensive design.

Mayor Hill discussed another concept of the current Judge's Chambers and re-modeling the space to put the Council Chambers there. The parking area would be almost the same as the Community Center. He asked Council for their input. All Councilors agreed with the Mayor's concept.

B. Adoption of Updated Zoning Map.

Mayor Hill stated he will meet with the Attorney for more detail and come forward on adopting a completed map.

4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.

Councilor Simmons stated the grass is being dug up in some areas at the Town's grass field and feels it could be gophers. Mayor Hill stated the Town will work with the consultants on this.

Councilor Abraham reminded everyone of the Grand Opening of the Art Alliance at the Bear Barn at Wild Life West this coming week.

5. MATTERS FROM THE ATTORNEY.

None. Mayor Hill stated he had excused the Attorney tonight.

6. RBC CAPITAL MARKETS – Mr. Paul Cassidy.

Mr. Cassidy reviewed the process for the sale of the bonds with the adoption of a resolution, to be submitted with the application to New Mexico Finance Authority, and in April adopting a Bond Ordinance which is currently being reviewed by the Town Attorney. If the timeline is followed, the Town should receive the funds in June.

Mr. Cassidy reviewed his hand-out that outlined the General Obligation Bond Sale.

MOTION: Councilor Ring made a motion to approve Resolution No. 2014-06, a Resolution authorizing and approving submission of a completed application for financial assistance and project approval to the New Mexico Finance Authority. Councilor Abrams seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. The motion carried.

7. TOWN OF EDGEWOOD POLICE REPORT – Chief Radosevich.

A. Police Report and Animal Control Report for the month of February, 2014. Chief Radosevich thanked Mayor Hill and Council for the information on a new building; he stated the officers will be pleased.

____ Initials

Page 2 of 5

March 19, 2014

Chief Radosevich reviewed his report with Mayor Hill and the Council. He also reviewed the Animal Control report and stated is going to re-design to indicate types of calls and locations.

The Chief discussed lapel camera upgrades which he is ordering for all officers and will include the Animal Control officers.

Chief Radosevich reminded everyone of the Annual Easter Egg Hunt to be at the Edgewood Elementary School on April 19, 2014. Chief thanked Santa Fe County Fire Department for use of their building for training. Chief Radosevich attended a meeting for the East Mountain Interagency Fire Protection Association (EMIFPA) in Tijeras that involves the surrounding communities for fire protection.

Chief Radosevich thanked Traci Hutson, his Administrative Assistant for all the work she does in spearheading all the special events such as the Easter Egg Hunt.

8. PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.

Ms. Renee Silva, Volunteer with the American Cancer Society discussed the Relay for Life to be held at the Edgewood Middle School on June 27, 28, 2014 from 6:00 p.m. to 6:00 a.m. She discussed the registrations and the events/activities for those days.

Leon and Diana Rector thanked the Staff, Police and Fire Departments. He stated he was inquiring on the status of the annexation. Mayor Hill stated Mr. Rael, Town Attorney, is currently off due to illness but is working on this. Mr. Rector also inquired about recycling stations in the Town of Edgewood. Mayor Hill stated the Town has limited bins at the Town Hall parking lot through a private enterprise.

Mr. John Bassett stated he had attended the Planning & Zoning Commission Meeting the previous evening and commented on the presence of the Town Attorney and advised on being more judicious on the cost to the Town. He also commented on the Town's website with the contact information as being incorrect. Councilor Abraham stated she had been working on the correction. Ms. Davis McGill stated the Chairman of the Planning & Zoning Commission has requested the presence of the Attorney at the meetings. Mayor Hill stated it is better to have the Attorney present.

Chief Tim Solinski, Santa Fe County Fire Department invited all to attend the Wild Land Safety Fair on April 5, 2014 from 10:00 a.m. to 2:00 p.m. This is open to the public. The Chief thanked Chief Radosevich, his staff and Traci for their support. He also stated with the impact fee, the County is purchasing a wild land brush truck; this will come in handy with the fire danger being high. Chief Solinski stated Chief Sperling has had an Ordinance adopted for burn restrictions and is encouraging the Town to follow the County. Mayor Hill stated the Town automatically follows the County's restrictions.

9. MATTERS FROM THE ADMINISTRATOR/PLANNER.

A. Approval for Maintenance-Custodial Employee – Inter-Office.

Ms. Davis stated this position was advertised within the departments with two applications received from Karl Schumann and Austin Jurish. Ms. Davis recommends Karl Schumann be approved for the position. She stated his qualifications and experience

____ Initials

Page 3 of 5

March 19, 2014

made him the most qualified.

MOTION: Councilor Simmons made a motion to approve Karl Schumann to the position of Maintenance-Custodial Worker. Councilor Ring seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. The motion carried.

B. Approval to advertise for Public Works Heavy Equipment Operator.
Ms. Davis stated this position is for Equipment Operator, the position vacated by Karl Schumann and she is seeking approval to advertise for the position.

MOTION: Councilor Ring made a motion to approve advertising for the position of Equipment Operator. Councilor Abrams seconded the motion.

VOTE: Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. Councilor Abrams voted aye. The motion carried.

C. Request for Public Input – Bond Ordinance Adoption.
Ms. McGill stated this is part of the process for selling of the Bonds.

MOTION: Councilor Ring made a motion to approve advertising for Public Input at the Council Meeting of April 16, 2014. Councilor Simmons seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. The motion carried.

10. APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF FEBRUARY, 2014.

MOTION: Councilor Simmons made a motion to approve the Financial Report for the month of February, 2014. Councilor Abrams seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. The motion carried.

11. ANNOUNCEMENTS and/or CALENDAR REVIEW.

- A. Regular Council Meeting – April 2, 2014 @ 6:30 P.M.
- B. NMML District Meeting – March 21, 2014 (Los Lunas, NM)
- C. Regular Council Meeting – April 16, 2014 @ 6:30 P.M.

12. FUTURE AGENDA ITEMS.

- A. Budget Discussion.
- B. Adoption of Bond Ordinance.
- C. Sewer Plant Asset Management Plan.

13. ADJOURN.

MOTION: Councilor Simmons made a motion to adjourn the meeting. Councilor Ring seconded the motion.

VOTE: All Councilors voted aye.

Mayor Hill adjourned the meeting at 8:35 P.M.

PASSED, APPROVED and ADOPTED this 2nd day of APRIL, 2014.

Brad E. Hill, Mayor

ATTEST:

Estefanie B. Muller, CMC, Clerk-Treasurer

**MINUTES
TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION MEETING
MARCH 18, 2014 AT 6:00 PM
27 E. FRONTAGE ROAD, EDGEWOOD COMMUNITY CENTER**

1) Call to order-Roll call.

Chairman Gabel called the meeting order at 6:00 P.M.

Commissioners Present: Krista Cashatt, Leonard Navarre, Brad Gabel.

Commissioners Absent: John Carpenter

Staff Present: Kay Davis-McGill, Tracy Sweat, Robert White Town Attorney, Robles Rael and Anaya.

2) Approve Agenda.

Commissioner Navarre made a motion to approve the Agenda; his motion was seconded by Commissioner Cashatt.

Action: Chairman Gabel voted aye. Commissioner Navarre voted aye. Commissioner Cashatt voted aye. The motion carried.

3) Approve the Minutes of 2/18/2014.

Commissioner Navarre requested 4 minor corrections to the Minutes then made a motion to approve the Minutes of February 4, 2014 as corrected; his motion was seconded by Commissioner Cashatt.

Action: Chairman Gabel voted aye. Commissioner Navarre voted aye. Commissioner Cashatt voted aye. The motion carried.

4) Secretary Position Election/Correction.

Chairman Gabel stated the Secretary position must be held by an individual that has been duly sworn by the Town, therefore, Ms. Davis-McGill will need to be appointed. He added that some of these duties may be delegated to Ms. Sweat through Ms. Davis-McGill as needed.

Commissioner Cashatt made a motion to elect Ms. Davis-McGill to the position of Planning & Zoning Secretary; her motion was seconded by Commissioner Navarre.

Action: Commissioner Cashatt voted aye. Commissioner Navarre voted aye. Chairman Gabel voted aye. The motion carried.

5) Public Comment. Limit to 2 minutes per person. Note: If you plan to speak under Public Hearings, please do not sign up for this topic.
None

6) Matters from the Chair and Commission Members.

Chairman Gabel discussed the upcoming Joint Meetings to include both the Council and Commission. The meeting of April 12, 2014 from 9:00 AM to 1:00 PM is scheduled for review of the proposed changes to the Zoning & Subdivision Ordinances. The meeting of April 16, 2014 from 5:30 PM to 6:30 PM is scheduled for Ethics Training, and will be hosted by Mr. Robert White of Robles, Rael, and Anaya. He also discussed the annual New Mexico League of Zoning Officials training that is scheduled for April 30 – May 2, in Farmington and asked the Commission to let staff know if they would be able to attend. Chairman Gabel indicated he would attend.

Commissioner Navarre stated he would not be able to make the NMLZO Training.

Commissioner Cashatt stated she would attend.

7) Matters from Staff.

Ms. Davis-McGill discussed the latest version of the Subdivision Ordinance as revised by Ms. Vanessa Chavez stating staff would draft another flowchart reflecting the changes and the proposed Subdivision Ordinance would be available to the public with the next ten days..

Mr. White indicated that he would review this version with Mr. Hiatt to see if they could make it a little more user friendly.

Chairman Gabel asked Mr. White about a procedure for accepting written input during public hearings.

Mr. White indicated he would like to get through the Ordinance amendments first, and then would look at drafting a document to address due process and written testimony.

8) Calendar Update.

Ms. Sweat stated the next Regular Meeting is scheduled for April 1, 2014 and there would be a Public Hearing for a Conditional Use Permit as well as review of the minutes from tonight's meeting.

Ms. Davis-McGill indicated she would not be present for this meeting, but that Ms. Muller would be available to swear in parties for the Public Hearing.

Chairman Gabel stated he felt it would be most productive to review the changes to the Ordinances, point by point, during the joint meeting with the Council on April 12. He added the Commission could take up the discussion again at their regular meeting of April 15, at which, Commissioner Carpenter, may also be present.

9) Adjourn.

Commissioner Navarre made a motion to adjourn the meeting; his motion was seconded by Commissioner Cashatt.

Action: Chairman Gabel voted aye. Commissioner Navarre voted aye. Commissioner Cashatt voted aye. The motion carried.

Chairman Gabel adjourned the meeting at 6:12 P.M.

Brad Gabel, Chairman

ATTEST:

Kay Davis-McGill, Administrator

Monthly Activity Report

March 2014

Citations and Non-Citations By Issued Date

Financial Type: Fines and Fees

Cases With and Without Disposition

Citations	Last Month	This Month	Change	Last YTD	This YTD	Change
ANIMAL CONTROL	6	0	-6	13	6	-7
CRIMINAL 2006-10	3	5	2	7	10	3
DWI	0	0	0	1	1	0
Miscellaneous	1	0	-1	1	2	1
TRAFFIC	86	130	44	105	318	213
Totals:	96	135	39	127	337	210
Non-Citations	Last Month	This Month	Change	Last YTD	This YTD	Change
CRIMINAL 2006-10	1	0	-1	0	2	2
Miscellaneous	0	0	0	2	0	-2
TRAFFIC	0	0	0	1	0	-1
Totals:	1	0	-1	3	2	-1
Fines and Fees	Last Month	This Month	Change	Last YTD	This YTD	Change
Correction Fee	1,309.25	1,726.00	416.75	1,800.00	4,535.25	2,735.25
Court Automation Fee	374.00	514.00	140.00	532.75	1,342.00	809.25
DWI Lab	0.00	0.00	0.00	0.00	0.00	0.00
DWI Prevention	0.00	0.00	0.00	0.00	0.00	0.00
Fine	2,819.16	2,780.62	(38.54)	5,427.25	8,242.78	2,815.53
Judicial Education Fee	182.00	261.00	79.00	263.00	675.00	412.00
Victim Restitution	0.00	0.00	0.00	100.00	0.00	(100.00)
Totals:	\$4,684.41	\$5,281.62	\$597.21	\$8,123.00	\$14,795.03	\$6,672.03

10:50 AM

1 of 1

4/1/2014

Edgewood Municipal Court

User: KSMITH

Epayment Payments Received
From 03/01/2014 12:00 AM to 03/31/2014 11:59 PM
By Case Number

Case No.	Defendant	Transaction No.	Payment Type	Charge Payment	Payment Date and Time	Receipt No.
CitePayUSA Payments						
201301838-TR-SP	Sanchez-Brizeno, Mary	552708846	CitePayUSA	29.00	03/12/2014 1:54 PM	4622
201301863-TR-SP	Gonzales-Rivera, Gina	549447169	CitePayUSA	50.00	03/04/2014 3:41 PM	4596
201402153-TR-SP	Viera, Robyn	558312970	CitePayUSA	44.00	03/27/2014 5:06 PM	4671
201402249-TR-SP	Moncayo, Rebeka Renee	557719156	CitePayUSA	59.00	03/26/2014 7:14 AM	4662
201402258-TR-SP	Wright, Victoria Lynn	554947177	CitePayUSA	44.00	03/18/2014 1:35 PM	4640
201402299-TR-SP	Kaisershot, Penelope	558116519	CitePayUSA	59.00	03/27/2014 9:03 AM	4665
201402314-TR-SP	Baca, Brandon	557176751	CitePayUSA	64.00	03/24/2014 2:42 PM	4653
201402316-TR-ST	Barber, Clinton Andrew	559378007	CitePayUSA	39.00	03/31/2014 8:43 AM	4676
201402360-TR-SP	Gibson, Justin	555072552	CitePayUSA	44.00	03/18/2014 6:49 PM	4641
No. of Payments: 9			Subtotal:	432.00		
Court Card Payments						
	Moncayo, Rebeka Renee	557719156	Move	59.00	03/26/2014 8:34 AM	4663
201402249-TR-SP	Moncayo, Rebeka Renee	557719156	Move	59.00	03/26/2014 8:34 AM	4663
No. of Payments: 2			Subtotal:	118.00		
Total no. of Payments: 11			Total:	550.00		

Edgewood Municipal Court

User: KSMITH

Fine Fee Summary
From 03/01/2014 12:00 AM to 03/31/2014 11:59 PM
All Case Types and Sub-Types
All Clerks

Receipts

Case Payment

Correction Fee	1,726.00
Court Automation Fee	514.00
Fine	2,795.62
Judicial Education Fee	261.00
Subtotal:	5,296.62

Total Receipts: 5,296.62

Transfers

Case Payment

Correction Fee	20.00
Court Automation Fee	6.00
Fine	15.00
Judicial Education Fee	3.00
Subtotal:	44.00

Subtotal: 44.00

Move

Correction Fee	-20.00
Court Automation Fee	-6.00
Fine	-30.00
Judicial Education Fee	-3.00
Unapplied Receipt	59.00
Subtotal:	0.00

Subtotal: 0.00

Total Transfers: 44.00

Report Total: 5,340.62

Edgewood Municipal Court

User: KSMITH

Disbursement Memo Detail
Disbursement Memo Number: 18206

Paid to: Moncayo, Rebeka Renee
2 Switzer Lane
Edgewood, NM 87015

Fifteen and 00/100

Defendant: Undefined Name

For: Unapplied Receipt Disbursement 15.00

Kathryn Smith, Court Administrator

By: _____
Deputy Clerk

Clerk: KSMITH

NOT NEGOTIABLE



March 28, 2014

Town of Edgewood
P.O. Box 3610
Edgewood, NM 87015

Re: 2014 Road Base Course Bid

Moriarty Concrete Products is pleased to quote as follows on the above named project. This quote does not include taxes or bonds. The quotation expires in 30 days from the date hereof.

1" Crushed Base Course (Type I, IIB)	-	\$9.35 per ton
¼" Manufactured Crusher Fines*	-	\$8.50 per ton
Freight (Hauling)	-	\$0.27 per ton mile

*This material can be utilized as an engineered fill or a NMDOT select fill. We no longer stock the ½" minus engineered fill.

The location of the material is at the MCP quarries which is appx. 16 miles from the Edgewood Interchange.

If you need further information or have questions, please contact me at 832-5251.

Sincerely,

Don Wallin
Moriarty Concrete Products Inc.

BRAD WATTS, CPA
Multi-Year Contract - year 2 of 3

BREAKDOWN	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
	1 st Year Hours FYE <u>2013</u>	1 st Year Cost	2 nd Year Hours FYE <u>2014</u>	2 nd Year Cost	3 rd Year Hours FYE <u>2015</u>	3 rd Year Cost
AGENCY CONTRACTS						
Financial Statement Audit	<u>130</u>	<u>\$12,792.00</u>	<u>130</u>	<u>\$12,792.00</u>	<u>130</u>	<u>\$12,792.00</u>
Federal Single Audit	<u>0</u>	<u>\$0.00</u>	<u>0</u>	<u>\$0.00</u>	<u>0</u>	<u>\$0.00</u>
Financial Statement Preparation	<u>20</u>	<u>\$1,968.00</u>	<u>20</u>	<u>\$ 1,968.00</u>	<u>20</u>	<u>\$1,968.00</u>
Other allowed nonaudit Services	<u>0</u>	<u>\$0.00</u>	<u>0</u>	<u>\$0.00</u>	<u>0</u>	<u>\$0.00</u>
Other (housing authorities, or other component units)	<u>0</u>	<u>\$0.00</u>	<u>0</u>	<u>\$0.00</u>	<u>0</u>	<u>\$0.00</u>
SUB TOTAL	<u>150</u>	<u>\$14760.00</u>	<u>150</u>	<u>\$14760.00</u>	<u>150</u>	<u>\$14760.00</u>
Gross Receipts Tax		<u>\$738.00</u>		<u>\$738.00</u>		<u>\$738.00</u>
TOTAL COMPENSATION		<u>\$15498.00</u>		<u>\$15498.00</u>		<u>\$15498.00</u>